



CITY OF MORGAN HILL

17555 PEAK AVENUE MORGAN HILL CALIFORNIA 95037

LIBRARY COMMISSION

After Action
REGULAR MEETING

SEPTEMBER 13, 2004

Morgan Hill Civic Center
Council Chambers
17555 Peak Avenue

LIBRARY COMMISSION

Chair	Chuck Dillmann
Vice-Chair	George Nale
Commissioner	Jeanne Gregg
Commissioner	Kathleen Stanaway
Commissioner	Charles Cameron
Commissioner	Einar Anderson
Commissioner	Ruth Phebus
Commissioner	Bert Berson
Commissioner	John Macchia

7:15 P.M.

CALL TO ORDER

Commissioner Gregg called the meeting to order
at 7:15 p.m. for Chair Dillmann

ROLL CALL ATTENDANCE

Absent: Vice Chair Nale &
Commissioner Cameron

DECLARATION OF POSTING THE AGENDA

Per Government Code 54954.2

PLEDGE

Pledge was led by Chair Dillmann

PUBLIC COMMENT

None

REPORTS

1. COUNTY LIBRARY REPORT

Legislation-Funding & Budgeting

County Librarian Melinda Cervantes
Deputy County Librarian Sarah Flowers

County Librarian Melinda Cervantes reported the Morgan Hill Library will close on Mondays beginning Monday, October 11th. The Morgan Hill Library is one of 9 County libraries that will be closed on Mondays. The decision to close the libraries on Mondays is due to a budget shortfall of \$1.1million and less funding from the State Public Library Foundation. Mondays were selected because there are fewer programs offered on Monday and most libraries are closed on Sundays. In addition to the budget shortfall, the County Library will eliminate 42 positions. Twenty four (24) were eliminated in June. The rest will remain vacant. Through the Monday closures, the library system could realize a savings of \$1million. All libraries will continue to provide the same high quality services and programs on the remaining days.

The JPA has authorized a public awareness project designed to let people know what will happen if no measure for the special library tax is placed on the June '05 ballot or if the measure fails again. This project was approved after a thorough analysis of the March '04 election, which identified target constituencies that were not reached during the campaign.

The County Library's administrative offices have moved. The new address is 14600 Winchester Blvd. Los Gatos, 95032. The phone numbers remain the same.

Deputy County Librarian Sarah Flowers announced the CLA conference will be held in San Jose, November 12-15. She stated it will be a good conference with excellent speakers and exhibits. Activities will include tours of the City of Santa Clara Library and the Saratoga Library. More information can be found at www.cla-net.org.

Joint Powers Authority

Council Member Steve Tate

Council Member Tate reported the JPA is discussing how to develop a strategy for the next measure to be placed on the June 05 ballot for the special library tax. The JPA feels it is important to develop a good solid plan to ensure success in the June 05 election. Commissioner Berson and Carol O'Hare have been appointed Co-Chairs for the Morgan Hill committee.

The RFID Committee of the JPA is looking at RFID technology. The JPA has a technology reserve and is diligently researching this technology for the Library.

2. MORGAN HILL LIBRARY REPORT

Community Librarian
Nancy Howe

Ms. Howe reported the library card drive for grades K-3 has been very successful. Community leaders (a.k.a City Reader Leaders) have been going to schools to read to individual classes. Council Member Tate will read at the Charter School. The Children's Librarian has put together a "goodie bag" for each Reader which includes pencils and Library cards to show the students what theirs will look like. Commissioner Phebus suggested collecting the data to document the success of the program. Ms. Howe passed out copies of the flyers for the campaign and stated a letter was sent to each teacher inviting them to participate in the program. She added that if 100% of the students in a classroom get library cards, the class will receive an incentive prize.

Ms. Howe reported the library is making adjustments to staff work schedules in order to incorporate the Monday closures.

The library in partnership with the Friends of the Library will have a booth at the Taste of Morgan Hill. A library staff member will issue library cards. She invited members of the Commission to volunteer to man the booth.

3. LEGISLATIVE COMMITTEE

Chair Dillmann

Chair Dillmann reported SB 1161, the Library Bond Act of 2004, has been approved by both the State Assembly and the Senate. It is waiting for approval from Governor Schwarzenegger. If successful, the \$600 million bill will provide additional funding for library construction. It contains a provision, which reserves funding for Cycle III applications deemed worthy of funding, but not selected through the grant process. Chair Dillmann urged the Commission to email the Governor in support of the bill.

4. CONSENT CALENDAR

APPROVAL OF MEETING MINUTES OF JULY 12, 2004

Commissioner Anderson motioned to approve the minutes. Commissioner Gregg seconded the motion. Motion carried (7:0).

BUSINESS

- 5. REPORT FROM COMMISSION SUB-COMMITTEE ON VISION FOR NEW LIBRARY AND INPUT FROM PUBLIC Recommended Action: Information Item.** The Sub-Committee appointed at the August 9th meeting to develop a straw-man for a strategic vision for the new Library will provide a report to the Commission. The Commission will hear from members of the public regarding the vision, goals and objectives for the new Library.

The sub-committee (committee) appointed at the August 9th meeting met several times to develop a draft strategic vision for the new library. The committee met with library staff along with Council Member Tate. Commissioner Berson presented the draft strategic vision (draft) on behalf of the committee. Mr. Berson prepared hand-outs of the presentation for the Commission and the members of the public. The presentation was to be in Power Point, but the batteries for the LCD projector remote control were dead. This was discovered after the meeting. Mr. Berson provided background information on why the Commission is working to develop a new vision for the library and seeking public input. The draft contained demographics of the library constituency, a vision statement, and design elements for the new library including, ambience, physical dimensions, safety and efficiency, rooms, collection, seating, technology, outdoor use, time line, and the proposed roles of the City Council, Commission, library staff and the public will have in the development of design of the library.

At the conclusion of the presentation Commissioner Berson asked for comments and questions from the Commission. Commissioner Stanaway provided comments and proposed additions to the following slides: Numbers – 3,4,7,11,13, 5, 9, 10, 12, 13, and 14. After Commissioner Stanaway's comments Commissioner Berson asked three questions of the Commission: 1) What works? ; 2) What doesn't work?; and 3) What's missing? Commissioner Gregg stated she felt the presentation was clear and she appreciated the work of the committee. Deputy County Librarian Flowers stated the timeline presented was very aggressive. Commissioner Berson responded this is a first draft and the timeline will be revised.

Chair Dillmann asked the members of the public for input, comments and questions. Dr. John Hatekyama stated the City of Santa Clara Library has meeting rooms open to the public. He stated Community Center has meeting rooms but the fees are prohibitive to some groups. He hopes the new library will have meeting

rooms available to the public. Another member of the public stated local businesses could be asked to donate funding for a room or part of the library. Commissioner Gregg stated the residents of Morgan Hill, San Martin and unincorporated areas within the service area should also contribute to the library and not rely on businesses for additional funding. Commissioner Anderson stated both businesses and individuals could provide funding for the library. Individuals could be recognized through a brick campaign. Another member of the public stated the community might become more interested in donating to the new library if they knew the donations were going toward a direct benefit to the library such as the chairs in the children's section.

Sylvia Cook, a board member of the Morgan Hill Community Foundation, stated public art would be appropriate both inside and outside the new library. She stated the Community Foundation has developed a program for Morgan Hill that helps to define where public art would be appropriate. She added the art should include works by local artists in temporary displays as well as permanent works to hang on the walls.

She invited the members of the Commission to attend the Community Foundation's monthly meeting. She also provided her email to the Commission. Commissioner Berson will add public art under the role of the public to the strategic vision.

Council Member Tate stated the Council considered having city staff coordinate public art in Morgan Hill, but recognized it made more sense to have another entity take the lead on this issue. The Community Foundation stepped forward and agreed to take on this project.

Commissioner Berson will continue to work on the strategic vision draft to include the ideas discussed at the meeting.

6. REVIEW PLAN AND BUDGET FOR NEW LIBRARY TO WITH OBJECTIVE TO MAKE RECOMMENDATION TO CITY COUNCIL

Recommended Action: Information Item. The Commission will review current plan and budget for new Library in order to develop a recommendation to City Council.

Council Member Tate provided an overview of the current plans for the 28,000 square foot library. He also reviewed the design developed for the Library Bond Act of 2000 grant application. He explained some of the differences between the 28,000 square foot and the 40,000 square foot library. For example, the new library will not have a joint-use area with the school district as required by the grant guidelines. He added the new design has the same basic lay-out as the 40,000 square foot library.

A member of the public asked what will be done with the existing library. Council Member Tate responded the Public Works Department might be moved into that building. He assured the community members that the corporation yard will remain where it is now. Only offices will be moved into the existing library.

Commissioner Gregg asked if the \$17million currently set aside to build the library includes the land cost and escalation of construction costs. Council Member Tate responded the land is included in the \$17million. Architect Chris Noll stated the construction costs were compiled in March by a professional cost estimator. However, construction costs have escalated over the past few months. He added the current costs are reasonable, but advised caution because construction costs could continue to escalate at a rapid pace in the future. A member of the public asked if there might be a possibility the City cannot build a new library if construction costs continue to rise. Council Member Tate responded the funding allocated for the library will remain in place. If costs do escalate quickly, the city might have to reduce the size of the library. Chair Dillmann stated there is an additional \$1.2 million available that could be set aside for construction of the library. However, the Council has not tagged these funds for the library. He added that the Council might set aside these funds if the Commission addressed the Council as a group. Commissioner Macchia asked if a letter from the Commission to the Council would be helpful in getting the Council to allocate the

\$1.2million to the new library. He put forward a motion that a letter be drafted by Chair Dillmann and reviewed by the Council at the next meeting.

Beverly Williams, President of the Friends of the Library stated “all great civilizations are known by their libraries.” She stated the new library should not be less than what the community needs. Commissioner Anderson stated an accelerated timeline for the design and construction of the new library should be considered. Commissioner Macchia’s motion was then amended. He put forth an amended motion for the following recommendation:

The Morgan Hill Library Commission recommends to the City Council that the remaining \$1.2million in available funding for the construction of the new Morgan Hill Library for be set aside and allocated to that project. The Commission also recommends that Council direct city staff to move forward with the development of a detailed construction plan for the library to be completed by the end of the calendar year.

Commissioner Anderson seconded the motion. Motion carried (7:0).

Staff Balagso will prepare a draft of the letter for Chair Dillmann’s review.

Council Member Tate stated a report from the City Manager on the analysis of an alternative project management model will be reviewed at the October 27th Council meeting. He added that by that time the results of the Cycle III Library Bond Act of 2000 grant awards will have been announced and Governor Schwarzenegger will have either approved or vetoed SB 1161.

7. DATE FOR OCTOBER 2004 MEETING

Recommended Action: **Action Item.** The Commission will vote to select an alternative date for the October 2004 meeting. October 11th is the Columbus Day Holiday and the first Monday closure for the Library.

Commissioner Stanaway motioned to reschedule the regular meeting to Monday October 4, 2004. Commissioner Macchia seconded the motion. Motion carried (7:0).

8. ANNOUNCEMENTS

Commissioner Anderson reported the fundraising sub-committee continues to work on development of an organization to raise funds to operate the library in partnership with the Friends of the Library. He announced the next Friends meeting will be held on October 20th.

9. REQUESTS FOR FUTURE ITEMS

Review draft of letter from Commission to Council regarding approved motion
Report from Library Fundraising Sub-Committee
Follow-up on draft of strategic vision for new library

10. ADJOURNMENT to the next monthly meeting scheduled on **October 4, 2004 at 7:15 p.m.**

Commissioner Anderson moved to adjourn the meeting. Commissioner Stanaway seconded the motion. Motion carried (7:0).